

**A Working Session Exploring Opportunities to Enhance Collaboration  
By Water and Wastewater Utilities in Advancing Asset Management  
May 5 & 6, 2005  
The Meeting Agenda**

**Day 1, May 5, 2005**

7:00 Continental Breakfast

8:00 ~ 8:10 – Paul Causey

Recognition of Convening Committee Members & Collaborating Organizations  
Opening Remarks & Introduction

8:10 ~ 8:30 – Steve Allbee

- 1) Welcome to Washington & Attendee Group Introduction
- 2) Housekeeping & Announcements
- 3) Review of Meeting Objectives:
  - a. To further the knowledge about tools, techniques, processes, and emerging practices.
  - b. To bring about a utility lead consensus on needs and priorities and provide a strategy and roadmap for the next three to five years regarding the development, coordination and improved sharing of knowledge about advanced asset management.
- 4) Opening Remarks

8:30 ~ 10:30 -- Session 1 – Duncan Rose

In this session, attendees will be provided with brief overviews of major projects and activities underway through the auspices of several organizations (maximum of 10 minutes per topic)

1. Asset Management Program Learning Environment (AMPLE) - WERF (Roger Byrne)
2. Condition Assessment Measures, Matrices and Protocols - WERF (Tony Urquhart)
3. Process to Assess and Prioritize Multi-risk for Wastewater Facilities - WERF (Ken Rubin)
4. Open Source Asset Mgt. Software for Small Communities - MCET (Doug Abbot & Peter LeVoi)
5. CARE S / CARE W undertakings - Polytechnic University (Annie Vanrenterghem-Raven)
6. The Global Water Global Water Research Coalition (GWRC) efforts (Frans Schulting)
7. The Evaluation of Pipe Performance and Durability - CSIRO (Stewart Burn)
8. The Infrastructure Management Learning Community - Canada (Mark Damm)
9. Water and Wastewater Security Initiatives – USEPA (James Wheeler)
10. Environmental Management Systems – USEPA (Jim Horne)
11. The Advance Asset Management Training Initiative – USEPA (Steve Allbee)

10:30 ~ 10:45 -- Break

10:45 ~ 11:45 -- Session 2 – John Griffin

Utility presentations on lessons learned in implementing asset management undertakings  
(Maximum of 12 minutes per presenter)

1. Orange County Sanitation District (Doug Stewart)
2. Seattle Public Utilities (Scott Haskins)
3. NEORSD (Frank Greenland)
4. Jacksonville, JEA (Jens Sapin)
5. Saskatoon, Canada (Jan-Mark Gustafson)

## **Continue - A Working Session Exploring Opportunities to Enhance Collaboration By Water and Wastewater Utilities in Advancing Asset Management**

11:45 ~ 12:45 -- Session 3 – Roger Byrne (12 min. each)

Learning from other experiences, the strategies to improve coordination and collaboration.

1. New Zealand – Tony Wilson
2. UK – Chris Royce
3. National Research Council Canada (Leo Gohier)
4. Netherlands – Jan Vreeburg (Kiwa Water Research)
5. U.S. – Doug Stewart

12:45 ~ 1:45 -- Lunch (On your own: Network with old friends or join new friends)

1:45 ~ 2:15 -- Session 4 – Scott Haskins

Education, Communication & Prof. Development Initiatives (Max 8 minutes per presenter)

1. AWWA (John Cromwell)
2. WEF (Eileen O'Neill)
3. NSF (Jesus M. de la Garza)
4. BAM-I (Tom Iseley)

2:15 ~ 3:00 -- Session 5 – Paul Causey

A Panel on Setting a Coordinated and Collaborative Asset Management Research Agenda

1. WERF (Linda Blankenship)
2. AWWARF (Jennifer Warner)
3. UKWIR (Steve Whipp)
4. CSIRO (Stewart Burn)

3:00 ~ 3:15 -- Break

3:15 ~ 4:00 -- Session 6 – Steve Allbee

Three views of the future governmental and institutional challenges for asset management

1. The Whole of Government Viewpoint (Penny Burns - Asset Management Quarterly Int'l.)
2. An Environmental Regulators View of the interface between Asset Management and Environmental Regulation (Mick Bourke, Chairman /CEO EPA Victoria, Australia)
3. A U.S. Viewpoint (Tracy Mehan – The Cadmus Group & former USEPA Assistant Administrator)

4:00 ~ 4:15 -- Transition

Divide into four (4) groups, change Meeting Room to Breakout Sessions, and move groups to the Breakout Rooms.

4:15 ~ 5:45 -- Session 7 – The initial rotating breakout session

The focus of these facilitated sessions are about better defining what's needed to get to the next level in asset management (priorities, roles and responsibilities, an action plan, resources). A short guidance document on the intent and the desired outcomes for each of the work groups will be issued before the session. The idea is that all the attendees will get an opportunity in smaller working sessions to discuss each of the topics.

1. Group #1 – Utility Coordination & Collaboration (Duncan)
2. Group #2 – Education and Training (Eileen)
3. Group #3 – Research (Linda)
4. Group #4 – Institutional relationships, including the interface with regulatory activities (Roger)

5:45 Adjourn

5:45 ~ 6:00 -- Set-up for Poster Session, "Finger Foods" & beverages.

## **Continue - A Working Session Exploring Opportunities to Enhance Collaboration By Water and Wastewater Utilities in Advancing Asset Management**

6:00 ~ 7:30 -- Networking / poster sessions for attendees to gather greater details on the information covered during the day and (on the basis of request) an opportunity for other's to establish poster sessions.

### **Day 2, May 6, 2005**

7:30 Continental Breakfast

8:00 ~ 8:30 -- Recap the First Day and, if needed, revise the agenda & refocus the breakout sessions.

8:30 ~ 9:30 -- Session 8 – The second rotating breakout session

(\*note: 10 min for attendees to move to the next group/breakout room)

- Group #2 – Utility Coordination & Collaboration
- Group #3 – Education and Training
- Group #4 – Research
- Group #1 – Institutional relationships, including the interface with regulatory activities

9:30 ~ 10:30 -- Session 9 – The third rotating breakout session.

Rotate and continue the Facilitated Breakout Sessions:

(\*note: 10 min for attendees to move to the next group/breakout room)

- Group #3 – Utility Coordination & Collaboration
- Group #4 – Education and Training
- Group #1 – Research
- Group #2 – Institutional relationships, including the interface with regulatory activities

10:30 ~ 10:45 -- Break

10:45 ~ 11:45 -- Session 10 – The fourth rotating breakout session

- Group #4 – Utility Coordination & Collaboration
- Group #1 – Education and Training
- Group #2 – Research
- Group #3 – Institutional relationships, including the interface with regulatory activities

\*\*remind attendees to reconvene in the main meeting room after lunch.

11:45 ~ 1:00 -- Lunch (On your own: Network with old friends or join friends)

Facilitators, Spokespersons, and Minute Takers will stay in room and work through lunch.

1:00 ~ 2:00 -- Session 11 – Reporting out on the results of the Facilitated Working Sessions

(15 min. ea completed by the group spokesperson – outcomes)

1. Utility Collaboration
2. Education and Training
3. Research
4. Institutional relationships, including the interface with regulatory activities

2:00 ~ 3:00 -- Session 12 – Question & Answer Session – Steve Allbee:

This is a Q&A session to enable all participants to fully understand each improvement project and its deliverables before voting in the next session. No additions, just explanations / identification of linked projects.

3:00 ~ 3:15 -- Break (prepare voting process)

## **Continue - A Working Session Exploring Opportunities to Enhance Collaboration By Water and Wastewater Utilities in Advancing Asset Management**

3:15 ~ 3:30 -- Session 13 – Duncan Rose

Voting on the order of importance (the value chain) of the improvement tasks for the next three years – this to be done with 100 points per participant. They will write the project number on a card and will allocate the points to that project. Agency cards to be a different color.

3:30 ~ 4:00 -- Session 14 – Steve Allbee: Open Q&A (while results are being calculated)

4:00 ~ 4:30 -- Session 15 – Duncan Rose: Discussion of the results.

4:30 ~ 4:40 -- Wind up comments (Doug Stewart, Paul Causey, John Griffin, Scott Haskins).

4:40 ~ 4:45 -- Closing Remarks and Adjournment (Steve Allbee).